

EMS TRAINING PROGRAM ADMINISTRATION MANUAL

Policy Number: T-705	Page: 1	of: 1
Title: Conditional EMT-Instructor Program		
Regulatory Authority: 12VAC5-31-1500		
Date of Issue: December 1, 2002	Effective Date: January 1, 2003	

A. **Conditional Instructor Status** - Individuals who are granted Conditional Instructor status will be required to fulfill the following requirements before full EMT-Instructor certification can be granted:

1. Instruction of 50 hours in approved First Responder or EMT basic programs under the supervision of a certified EMT-Instructor. This requirement may be completed through not more than two (2) separate courses. (Non-standard Refresher or CE programs are not acceptable.)
2. Written notification to the Office of above course(s) must be received before the start of the course(s). Notification will include a course schedule that includes the specific classroom location, and lists dates, times and lesson topics that the Conditional Instructor is to instruct.
3. On-site evaluation of the Conditional Instructor's performance by Office staff (or designee) at one or more of the course sessions specified above.
4. Satisfactory instructional performance achieved during on-site evaluation(s).
5. Receipt of a written statement(s) from the supervising EMT-Instructor(s) attesting to the Conditional Instructor's instructional performance and the Conditional Instructor's ability to conduct future unsupervised instruction.

B. **Performance Standards** - Upon completion of the requirements listed above each individual's performance will be reviewed to determine eligibility for full EMT-Instructor certification.

1. Individuals who perform to a fully acceptable level will be certified as EMT-Instructors and issued certificates of completion per **Section [T-700](#)**.
2. Individual's who fail to perform to an acceptable level during their Conditional Instructor period will be required to repeat the entire Instructor certification process (including pre-testing and Instructor Institute attendance) in order to again pursue EMT-Instructor certification.